

DRAFT 9/7/00

Enforcement Matrix								
Enforcement Tools	Purpose	Application	Timeframe	Recommendation	Automation Impact	Cost	Benefit	Implementation Responsibility
Actions when an order is established								
Communication with Obligor								
Legal Notice	Education/service	Mandated - All cases	Statutory	CSOP	PRISM/ CCSAS	N/A		Mandated with LCSA
Automated Personal Information Letter	Education/service	Mandated - All cases new order	Within 2 days of order entry and verified address	New Policy	PRISM/ CCSAS	\$		DCSS policy/LCSA implementation
County specific informational brochure	Education/service	All cases - defaults, stips, court appearances	Should be mailed along with Automated Personal Information Letter	New Policy: State will need to develop standard format and county will enter their data (address, hours, etc.)	PRISM/ CCSAS	\$		DCSS policy/LCSA implementation
Annual Notice to obligor	Education/service	Mandated	Annually	CSOP: Update notice for mod process and add facilitator services	none	\$		DCSS
Monthly billing statement	Education/ payment	Mandated - All cases upon implementation of Interim System	Monthly after order set	NSOP: include info about facilitator, potential inacuracy of balances and other infomration on the billing	PRISM/ CCSAS	\$		DCSS policy/LCSA implementation

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Health Insurance Assignment	To enforce the health insurance provisions of court orders	Mandated when the order includes the health insurance provision	same as wage assignment	Current Policy in place but recommend further study to deal with exceptions				LCSA/DCSS
Establish credit reporting	Payment incentive	Mandated- All cases	With order establishment	CSOP: no change in current practices	none			Mandated
Real Property Leins	Payment option	Mandated- All cases	With order establishment	Current Policy. State legislation: CILC Establish a statewide central lein registry	to be determined	\$\$\$:)	Legislature, DCSS, County Recorders
Payment Methods								
Direct withholding from obligor's bank account	Collection method	Mandatory for self-employed, optional for others	When order established or modified	Best Practice in interim. CILC and NSOP: Use EFT as an alternative to wage assignments	PRISM/CCSAS	\$		Legislature, DCSS, LCSA
Wage Assignments	Collection method	Mandated for all cases	When order established or modified or registered	CILC: union reporting of job locations, unions subject to w/a		\$		Legislature and DCSS, LCSA
Actions to take on cases with arrears								
Warning letter to obligor	Prevent arrears	All appropriate cases	Within __ days of missed payment	To be determined	PRISM/CCSAS	\$		DCSS policy
Telephone Call	Education/service	Cases with arrears	Within	Optional Best Practice				

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Automated phone call	Education/service	All cases - defaults, stips, court appearances	Within __ days of case opening	Minority opinion	PRISM/ CCSAS	\$\$		DCSS policy/LCSA implementation
LEINS								
Unemployment UIB	Payment	All cases with >\$100 arrears	Within __ days of reaching \$100 in arrears	SOP: no change in current practices	PRISM/ CCSAS			
Disability DIB	Payment	All cases with >\$100 arrears	Within __ days of reaching \$100 in arrears	SOP: no change in current practices	PRISM/ CCSAS			
State Disability SDI	Payment	All cases with >\$100 arrears	Within __ days of reaching \$100 in arrears	SOP: no change in current practices	PRISM/ CCSAS			
General Property	Payment	When property of sufficient value is known	Depends on situation	Use only when collections will significantly exceed costs - rarely used		\$\$\$		Sheriff
Personal Property	Payment	When property of sufficient value is known	Depends on situation	Use only when collections will significantly exceed costs - rarely used		\$\$\$		
Lawsuit	Payment	When existance of lawsuit is known	Depends on situation	State legislation: statewide insurance settlement match with c/s obligors	PRISM/ CCSAS	\$\$\$		Legislature, DCSS, Insurance Commissioner

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FTB Full Collection	Payment of arrears	All cases 60 days or \$100 in arrears	60 days after first arrearage	SOP: create revolving fund to refund wrongful taking cases, provide interest if fault lies with DCSS		\$\$		DCSS and FTB
FTB Intercepts	Payment of arrears	All cases \$150 arrears						
IRS Intercepts	Payment of arrears	TANF cases - \$150 arrears, non-TANF - \$500 arrears	When arrears accrues	SOP: create revolving fund to refund wrongful taking cases, provide interest if fault lies with DCSS				DCSS, FTB, IRS
Cross over Recommendations								
Health Insurance Assignment				State legislation: Require proof of insurance coverage from obligor or require payment of costs, define "nominal cost" for health insurance, clarify obligor's duty re 1/2 of insurance costs or 1/2 of uncovered bill.				Legilsature, DCSS, courts
Language included in orders for change of circumstances, address								